

Eligible Facilities Request Worksheet

This worksheet is intended to assist the applicant and City staff to determine whether or not the permit request qualifies for consideration as an Eligible Facility Request. With the exception of Table 2 (which is completed by staff), all information on this form must be completed prior to application submittal. Please be advised if the response is noted in bold and underline (i.e. **Yes** ☐ or **No** ☐) the project will be ineligible for review as an Eligible Facility Request.

1. What type of wireless telecommunications facility? Please check the option that applies:

The facility is a tower facility. ☐

The facility is a non-tower facility. ☐

2. Is the facility located outside of the public right of way (i.e. on private property)? Yes ☐ **No** ☐

3. Will the project result in more than four equipment cabinets being added to the property (compare to applicable approval)? **Yes** ☐ No ☐

4. Will the project result in any excavation outside of the approved license area (obtain from applicable approval)? **Yes** ☐ **No** ☐

5. Will the project comply with all previously approved conditions of approval? Yes ☐ **No** ☐ | Entitlement File Number: _____ | Resolution Number: _____ or N/A

6. Will the project defeat an existing concealment element? **Yes** ☐ No ☐

7. Will the project result in adding ground mounted equipment where no prior ground mounted equipment was approved? **Yes** ☐ No ☐

8. Will the project result in adding ground mounted cabinets that are more than 10% larger in height or overall volume than existing cabinets associated with facility? **Yes** ☐ No ☐

9. Will the project seek to extend the underlying facility approval/duration? **Yes** ☐ No ☐ | Date of Permit Expiration: ____ / ____ / ____

Table 1 – Project Dimension Calculations
(Completed by Applicant)

	Approved (obtain from applicable approval)	Proposed
Overall Height (from ground)	_____ Feet	_____ Feet
Separation (for towers only)	_____ Feet	_____ Feet
Width (towers only; distance from edge all others)	_____ Feet	_____ Feet

Table 2 - Eligibility Threshold
(Completed by City Staff)





Tower or Base station	Supporting Graphic For Tower Facilities	Non-Tower	Eligible (Y/N)
Not more than the greater of: 1) 10% of the height of the tower; or 2) the height extension needed to accommodate one additional antenna array with a separation of 20-feet from the nearest existing antenna.	1)  2) 	10% or 10-feet	
Not more than the greater of 3) 20-feet; or 4) the tower width at level of appurtenance.	3)  4) 	6-feet from edge	

Table 3 - Equipment Summary

	Approved (obtain from applicable approval)	Proposed (to be added)	Total (Approved + Proposed)
Number of Antennas			
Number of RRU's			
Number of Equipment Cabinets			